

FRIENDS OF PASSAIC COUNTY PARKS, INC.
June 1, 2020 Meeting

MEETING MINUTES

Members Present:

1. Chairwoman Alice Szepietowski
2. County Administrator Designee: Matthew P. Jordan
3. Director of Parks and Recreation Designee: Greg Moore
4. Director of Cultural and Historic Affairs Designee: Kelly C. Ruffel
5. Andrew Smith
6. Kelly Pascrell
7. Daryl Walton

Members Absent:

1. Vice-Chairman George Silva
2. Jamie Dykes
3. Robert Spiotti
4. Freeholder Director John W. Bartlett

A roll call brought the meeting to order at 5:03 PM.

Ruffel made the announcement of the Open Public Meetings Act.

A motion was made by Jordan and seconded by Walton to open the public portion of the meeting.

Motion passed unanimously.

No one from the public was present.

A motion was made by Jordan and seconded by Moore to close the public portion.

Motion passed unanimously.

A motion was made by Walton and seconded by Pascrell to approve the minutes of the March 9, 2020 meeting.

Motion passed unanimously.

Under Old Business, Ruffel provided a report on the Dey Mansion Forge Restoration Project. The project was completed by Dell Tech Inc. in April. Ruffel explained the details of the project. Szepietowski inquired about a ribbon cutting ceremony; which was collectively decided to take place after the pandemic. Ruffel will provide the Board more information at the next meeting.

Under the Memorial Bench and Tree program committee reports, Jordan advised that the request made for a retired Superior Court Judge was not eligible for the program. No action was made on this request.

Under Treasurer's Report, Jordan gave an update on the status of the bank account. Reimbursement was received from Green Acres for the completion of the Goffle Brook Park project. Jordan noted that he will be bringing forth information at the next meeting to switch accounts from TD Bank to Lakeland Bank.

Under New Business, two (2) items were discussed.

Jordan presented a bid proposal for Highlands Preserve Athletic Field Improvement Project. Thomas & Sons Builders, LLC was the lowest bid in the amount of one million one hundred twenty-two thousand three hundred sixty-four dollars and twenty-eight cents (\$1,122,34.28). This project is being partially funded by a grant from Green Acres.

A motion was made by Moore and seconded by Pascrell approving Resolution 20-06 authorizing an award of contract to Thomas & Sons Builders, LLC for the Highlands Preserve Athletic Field Improvement Project.

Motion passed unanimously.

Ruffel and Jordan presented an invoice from the Padded Wagon Moving And Storage Company. This company was hired to assist in the packing and moving of artifacts and collections from Lambert Castle Museum. A request was made to assist in the costs for additional time and material.

A motion was made by Jordan and seconded by Walton approving the expenditure of thirteen thousand seven hundred ninety-five dollars (\$13,795.00) to The Padded Wagon.

Motion passed unanimously.

There were no correspondence items.

A motion was made by Jordan and seconded by Pascrell to adjourn.

The meeting adjourned at 5:24 PM.

/ s / Kelly C. Ruffel
Secretary, Friends of Passaic County Parks, Inc.